COMSTOCK CLUB INC.

2206 K STREET/SACRAMENTO, CALIFORNIA 95816/PHONE 442-4608

"SEARCHING FOR FACTS"

March 9, 1978

The Honorable Stansfield Turner
Director
Central Intelligence Agency
Washington, D.C. 20505

Dear Admiral Turner:

This letter will confirm your speaking engagement before the Comstock Club of Sacramento as outlined below:

        Date: Friday, August 11, 1978
        Time: 12 Noon
        Place: Sacramento Inn - Martinique Room

You will be introduced from the podium at 12:45. Your address should run approximately 25 to 30 minutes in length. This allows the members and guests in attendance a 15 minute question and answer period. Adjournment is at 1:30.

It is not our policy to dictate to guest speakers; however, we have found that attendance increases and the speaker is received more enthusiastically if he adheres to the following suggestions: (a) no public appearances in the immediate area two weeks preceding the Comstock date, and (b) no press interviews the morning of the talk. A press session can be set up following your talk.

In order for our office to make advance publicity available to the news media, it would be appreciated if you would forward, as soon as possible, the following:

Two glossy photographs of yourself
Two biographies
The title of your speech and a copy of speech if available
A brief paragraph highlighting items you plan on covering during
    speech
Time and manner of arrival; will transportation to the Inn be required?

Should you have any questions concerning your appearance, please feel free to contact me.

Herb is answering

                           Sincerely,

                           Donald Johnson
                           Executive Secretary

DJ:jj